INFORMATION TECHNOLOGY COMMITTEE
August 16, 2012
8:30 am
Conference Room 202

Present: Chairman Ron Niemann, Bob Boyle, Pat Shea, Kim Winslow, Marie Wamsley, John Hastie, Jason Walter, Becky Taylor

(1) **Call to Order:** The meeting was called to order at 8:30 am by Chairman Niemann

(2) **Proof of Posting:** Ron asked if the meeting was properly posted, and Kim advised that the agenda was posted by the County Clerk's office in the Courthouse, Hospital, Darlington Municipal Building, and the County's website.

(3) **Action on Agenda:** Motion by Winslow, second by Boyle to approve the agenda as presented. Voice vote, motion carried.

(4) **Action on Minutes:** Motion by Boyle, second by Winslow, to approve the minutes from the July 18, 2012 meeting as presented. Voice vote, motion carried.

(5) **Resignation and replacement of IT Committee member**: Mary Paisley asked to step down from the IT Committee, and Jack Sauer has appointed Pat Shea from the County Board to take her place.

(6) **Purchase of a new monitor for Land Conservation:** Al Brandt's monitor has stopped working. The cost for a new monitor will cost $85.78. Motion by Boyle, second by Winslow, to approve the purchase of a new monitor for Land Conservation. Voice vote, motion carried.

(7) **Purchase of (6) computers, (4) monitors, (4) printers, and (6) software licenses for Sheriff's Department:** The Sheriff's Department received a grant to replace some of the IT equipment in their dispatch center. Some of the computers in dispatch are older than 3 years, and since they run 24/7 their life expectancy is shorter. The Sheriff's Department has purchased (6) new computers including MS Office 2010, (4) new monitors, and (4) new printers at a cost of $7,309.48. Motion by Boyle, second by Wamsley, to approve the purchase as presented. Voice vote, motion carried.

(8) **Purchase of a printer at the Hospital:** Kathy Ruef's printer has stopped working and the Hospital is looking to purchase a new color printer for her office. The printer is located in Kathy's office, but there are multiple employees who use it. The cost of a new color printer is $358.15. Motion by Boyle, second by Winslow to approve the purchase of a new printer for the Hospital. Voice vote, motion carried.

(9) **Technical Support (Microsoft):** due to other critical issues that have happened in the County the last few weeks, Jason has not had time to look into this. This item will be tabled to the September IT meeting.

John Hastie recommended that Jason look into getting a subscription to 'TechNet', to get technical support with critical issues.

(10) **Automation of computer inventory:** Jason reported that the computer inventory was completed yesterday. Now he just has to organize it and clean up some things before he can give each department an individual report for their 2013 budgets.

John Hastie recommended that Jason look into Symantec Endpoint Management software, which would help automate the inventory from here on out.

(11) **Monthly update from IT Department**: - computer inventory is completed, just needs to be organized
- Jason worked with David Chitwood in replacing a firewall at the Hospital. They also found some switch loops throughout the Hospital, which was causing problems.
- there was a power outage at the Courthouse a couple of weeks ago, and Jason had problems with starting two servers and the AS400 was down. He had to have a technician from IBM come onsite to replace the service processor on the AS400. It was questioned whether or not the AS400 notified IBM when it went down. Jason will check into that.

(12) **IT Vouchers:** Kim presented two vouchers for the month of August. The first voucher was $11,994.65, and included the new computers, monitors, and printers for the Sheriff's Department, Mary Jean's new computer that was approved at last month's meeting, two symbol scanners and a new computer tower for the Hospital, and the IT cell phone bills. The second voucher was $207.60, which included speakers for the Hospital, a monitor for the Highway, and office supplies and a tone generator for the IT Department. Motion by Shea, second by Wamsley, to approve the vouchers as presented. Voice vote, motion carried.

(13) **Future agenda items:**　　- Jason Walter's 6-month review
　　　　　　　　　　　　　- 2013 IT Budget
　　　　　　　　　　　　　- Core Switch replacement at the Courthouse
　　　　　　　　　　　　　- new firewall at the Courthouse
　　　　　　　　　　　　　- wireless sound and video system for the County Board Room
　　　　　　　　　　　　　- monthly update from IT Department
　　　　　　　　　　　　　　　　(to include: Sheriff's Department employee laptop, computer inventory, new file server and DSL at Highway)

(14) **Next meeting date:** September 13, 2012 @ 8:30am

(15) **Adjournment:** Motion by Boyle, second by Winslow, to adjourn the meeting. Voice vote, motion carried.